

Real Estate Development Club Constitution

ARTICLE I - Club Name

The name of this club shall be the *Real Estate Development Club*

ARTICLE II - Purpose of the Club

The *Real Estate Development Club* is a student organization focused on the Real Estate & Development Industry. This encompasses everything from: analyzing market conditions, designing and planning out a product type, figuring out how to finance it, to presenting and convincing investors and stakeholders that your product type will generate the highest return and greatest positive impact to the surrounding communities.

The purpose of this club is to serve as a nexus of information for related fields in the Real Estate Development Industry, I.e., Design, Business, and Engineering.

ARTICLE III - Statement of Compliance

The *Real Estate Development Club* abides by and supports established Iowa State University policies, State and Federal Laws and follows local ordinances and regulations. The *Real Estate Development Club* agrees to annually complete President's and Treasurer's Training.

ARTICLE IV - Non-Discrimination Statement

Iowa State University and The *Real Estate Development Club* do not discriminate on the basis of genetic information, pregnancy, physical or mental disability, race, ethnicity, sex, color, religion, national origin, age, marital status, sexual orientation, gender identity, or status as a U.S Veteran.

ARTICLE V - Membership

Membership shall be open to all registered students in good standing at Iowa State University.

ARTICLE VI - Officers

Officer Positions, Responsibilities, and Terms of Service:

President:

The President shall oversee the activities of the organization, preside over all meetings, and keep files of the organization's duties and traditions. The President's term of service shall be one academic year. The President shall also be responsible for risk-assessment and management duties.

Risk-Management:

- (a) help minimize potential risks for club activities,
- (b) recommend risk management policies or procedures,
- (c) to submit documentation to ISU's Risk Management Office and
- (d) to ensure that proper waivers and background checks are on file with Risk Management for events (if applicable).

Vice-President:

The Vice-President shall assist with the oversight of organization activities and meetings. The Vice-President's term of service shall be one academic year. The Vice-President shall fill in for the president when necessary.

Adviser:

The Adviser will provide general oversight to the group ensuring that the organization is operating in conformity with the standards set forth by Iowa State University and Student Engagement.

Treasurer:

The Treasurer shall be responsible for managing the organization's finances. The Treasurers' term of service shall be one academic year.

Secretary:

The Secretary shall be responsible for keeping track of important dates and deadlines for the organization and a record of club meetings. The Secretary's term of service shall be one academic year.

Club Representative:

The Club Representative shall be responsible for managing club social media accounts. They shall also be responsible for representing the club wherever necessary. The Club Representative's term of service shall be one academic year.

Method of Selection or Election of Officers:

Elections for officers will be held during a club meeting. During which, Officer-Prospects will be given 5 minutes to advocate themselves for their desired officer position. After all Officer-Prospects have given their speeches, a simple hand majority vote will be held to determine who will receive their desired positions.

Elections will take place annually towards the end of the Spring Semester. Around April.

Impeachment/Removal of Officers:

Impeachment or removal of an officer may be considered if an officer fails to uphold the duties of their position or commits wrongdoing against another club member. Impeachment proceedings may be initiated by a written complaint submitted to the President. If impeachment charges are being brought against the President, the written complaint should be submitted to the Vice President. To move forward with impeachment proceedings, 2/3 of executive officers must vote to continue the removal process. The officer being impeached should be notified at least 2 weeks before the general impeachment hearing. The officer will have 5 minutes to speak in front of the general membership, then a secret ballot will be held. An officer can be impeached by a simple majority vote of members.

To fill an officer vacancy, a special election will be held within two weeks of the previous officer's leave. The special election will follow the same procedures as general elections.

The officers of this organization must meet the following requirements:

(a) Be in good standing with the university and enrolled: at least half time (six or more credit hours), if an undergraduate student (unless fewer credits are required to graduate in the spring and fall semesters) during the term of office, and at least half time (four or more credits), if a graduate-level student (unless fewer credits are required in the final stages of their degree as defined by the Continuous Registration Requirement) during their term of office.

(b) Have a minimum cumulative grade point average (GPA) as stated below and meet that minimum GPA in the semester immediately prior to the election/appointment, the semester of election/appointment, and semesters during the term of office. For undergraduate, graduate, and professional students, the minimum GPA is 2.00. In order for this provision to be met, at least six hours (half-time credits) must have been taken for the semester under consideration.

(c) Be ineligible to hold an office should the student fail to maintain the requirements as prescribed in (a) and (b).

ARTICLE VII - Advisers

Adviser Duties:

The Adviser of this organization shall attend executive meetings to the best of their abilities, maintain communication with university administration, and assist with the leadership development of the organization's officers.

Method of Election/Selection of Advisor(s):

The Adviser of this organization shall be selected by a unanimous decision of the executive officers.

Adviser(s) Term of Service:

The Adviser of this organization shall serve an indefinite term length at their leisure.

Impeachment/Removal of Advisers:

Impeachment proceedings for the Adviser shall follow the same format as Officer impeachment proceedings.

Replacement of Advisers:

Whenever a vacancy occurs, a replacement will be appointed through regular election procedures.

ARTICLE VIII - Finances

All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization at the Campus Organizations Accounting Office and/or approved institution/office (must receive authorization via Campus Organizations Accounting Office). All funds must be deposited within 48 hours after collection. The Adviser to this organization must approve and sign each expenditure before payment.

No dues exist for this club.

ARTICLE IX - Amendments and Ratification

A proposal to amend this constitution may be extended to Officers by any voting member of the organization. Proposals should be presented to the general membership at least one week before the vote. A constitution may be amended with a $2/3$ vote of members. The amended constitution will be submitted within 10 days to Student Engagement for approval.